

CANE RIDGE HIGH SCHOOL

2009-2010

Administrative Responsibilities

Dr. Lora Hall - Executive Principal (Extension 351)
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Carol Charlton, Executive Secretary (Extension 350)

- Overall School Program
- Leadership Team
- Faculty Evaluations/Observations
- Student Council
- Class Sponsors
- Staff Handbook
- PTSCO
- School Grounds
- Fundraisers
- Special Education & Media Center/Library

Jamila Martin - 9th Grade Academy Assistant Principal (Extension 352)

Jacquelyn Walker, Secretary (Extension 356)

- 9th Grade Academy
- Mentors
- Curriculum
- Attendance
- Textbooks
- Faculty Evaluations/Observations
- Master Schedule
- AVID
- Student Teachers

- Academy Assemblies
- Mathematics, English, Science, Guidance, ELL

Melissa Harkreader - Arts, Business & Communications/Architecture & Construction Academy Assistant Principal (Extension 360)

Brenda McKell, Secretary (Extension 353)

- Arts, Business & Communications Academy
- Architecture & Construction Academy
- SLC/CTE
- NCLB Program Specialist (Title I)
- School Website
- Attendance
- Faculty Evaluations/Observations
- Faculty Meeting Sign-In Rosters
- SIP
- Inventory
- United Way
- Academy Assemblies
- CTE, Fine Arts, Foreign Language

Randy Mayo - Human Services Academy Assistant Principal (Extension 357)
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Brenda McKell, Secretary (Extension 353)

- Human Services Academy
- Post of Duty Roster
- Athletics
- Keys
- Buses
- Activity Bus
- Attendance

- Pep Rallies
- Lockers
- Safety/Security Plan
- Campus Security
- ISS
- Faculty Evaluations/Observations
- Assist with Textbooks
- JROTC
- Parking
- Building Repairs and Maintenance
- Academy Assemblies
- PE/Wellness/JROTC, Social Studies